

UNC Performance Assurance Committee (PAC) Agenda

10:30 Tuesday 12 February 2019

at Elexon, 350 Euston Road, London NW1 3AW

- 1. Introduction and Status Review**
 - 1.1. Confirm quorate status
 - 1.2. Apologies for absence
 - 1.3. Note of Alternates
 - 1.4. Review of Minutes (29 January 2019)
- 2. Review of Outstanding Actions**
- 3. Committee Matters**
 - 3.1. For Attention**
 - 3.1.1. Modification 0664 - Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (JW)
 - 3.1.2. Modification 0674 - 0674 - Performance Assurance Techniques and Controls (MB)
 - 3.1.3. Standards of Service Liabilities Reporting (ES)
 - 3.1.4. XRN4795 – Amendments to PARR (0520A) reporting (ES)
 - 3.2. For Decision**
 - 3.2.1 Potential additional areas for PAC focus to help address UIG (FC)
- 4. Monthly Review Items**
 - 4.1. Risk & Issues Register Review
 - 4.2. Review of Monthly PARR Reports (inc. Dashboard update)
- 5. Annual Work Plan and Budget**
 - 5.1. Draft Work Plan and Budget Actions Update
- 6. Best Practices (News Bulletin) Update**
- 7. Any Other Business**
- 8. Next Steps**
 - 8.1. Agree Key Messages - PAFA
- 9. Diary Planning**

PAC Action Table (as at 29 January 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 1202	11/12/18	4.1	<i>Reference Draft Work Plan and Budget Actions – Shipper Member (JW) and PAFA (SR) to look to refine the Work Plan in time for consideration at the 08 January 2019 meeting.</i>	Shipper Member (JW) & PAFA (SR)	Carried Forward (Update due 12 February 2019)
PAC 1203	11/12/18	6.3	<i>Reference DSC Change Proposal XRN4790 Introduction of winter read/consumption reports and associated obligation (MOD0652) – Xoserve (ES) and PAFA (SR) to look to establish how best to incorporate the requirements into the PARR schedule going forwards.</i>	Xoserve (ES) & PAFA (SR)	Carried Forward (Update due 12 February 2019)
PAC 0101	08/01/19	2.	<i>Reference Future PAF Reviews - PAFA (SR) to look to provide a separate document with questions around Industry performance requirements whilst also providing an outline of how many Industry Performance related letters have been issued, and how these and any responses received to date are reflected in the metrics, with an outline plan of action to be provided by early May for consideration at the May 2019 meeting.</i>	PAFA (SR)	Carried Forward (Update due 14 May 2019)
PAC 0103	08/01/19	2.	<i>Reference the Count of Outstanding Consumption Adjustments as at 21/12/2018 (Pot 1 only) - Xoserve (FC) to look to identify what contact has been made with Shippers and what if any, corrective actions have been put in place.</i>	Xoserve (FC)	Carried Forward (Update due 12 February 2019)
PAC 0104	08/01/19	2.	<i>Reference the Pot 2 sites not loading actuals as at 21/12/18 by Anonymous Shipper, Average Age (days) and Action Owner - Xoserve (FC) to look to undertake an assessment of the Pot 2 nominations compared to allocations in Gemini in order to look to identify any discrepancies with these sites and whether the issues have been flagged up to the respective Shippers, including whether or not, any site visits would be required.</i>	Xoserve (FC)	Carried Forward (Update due 12 February 2019)

PAC 0107	29/01/19	3.5.4	<i>Reference 2A.5 Read Performance - Product Class 4 - Xoserve (ES) to raise a DSC Change Proposal to look to split PC4 into monthly (inc. SMARTS to satisfy CMA requirements) and annual read meters.</i>	Xoserve (ES)	Pending
PAC 0108	29/01/19	3.5.5	<i>Reference PARR Dashboard Reports – All parties to consider whether there are any additional items they would like adding into the various reports.</i>	PAC	Pending
PAC 0109	29/01/19	3.6.1	<i>Reference UNC Modification 0664 - All parties are requested to provide a view to the Proposer (JW) on a suitable potential level of content and areas of focus for the modification.</i>	PAC	Pending
PAC 0110	29/01/19	6.3	<i>Reference the Xoserve / PAFA Contract – Xoserve (DT) to confirm what the current contract terms allow the PAFA to view in terms of Shipper pack related information and whether if needed, any contract changes could be progressed via the DSC Change Management Committee route.</i>	Xoserve (DT)	Pending
PAC 0111	29/01/19	6.4	<i>Reference Xoserve Industry/Shipper Communications Summary – Xoserve (DT) to look to provide a summary breakdown of communications with parties who have received a performance letter; what if anything has been done to identify a root cause; and what corrective actions might be undertaken (inc. an indication of associated timelines).</i>	Xoserve (DT)	Pending
PAC 0112	29/01/19	6.4	<i>Reference Outstanding Read Performance – Xoserve (DT) to look to provide an update on what progress to resolve these has been made to date, and what if any, timelines are involved.</i>	Xoserve (DT)	Pending